

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO: DOT1117223

Date Posted: 11/19/12

POSITION NO: 241541

Closing Date: 12/04/12

CLASS CODE: 4052

POSITION TITLE: Equipment Mechanic

DEPARTMENT NAME: Navajo DOT - Road Maintenance North

DEPARTMENT NO: 111 WORKSITE LOCATION: Window Rock, AZ

WORKS DAYS/HOURS: POSITION TYPE: GRADE: R61A

Days: Monday-Friday Permanent: ☒ SALARY:

Hours: 8am-5pm Temporary: ☐ Duration: \$ 29,390.40 Per Annum

Part-Time: ☐ No. of Hrs/Wk: 40 \$ 14.13 Per Hour

**DUTIES AND RESPONSIBILITIES:**

Under direct supervision, performs trouble shooting of gasoline and diesel engines, hydraulic systems, steering systems, axles, electrical. Provide preventative maintenance services to all department vehicles and equipment. Repair, service, overhaul and diagnosing of major engine components on vehicles and equipment. Utilization of proper testing equipment to determine cause of mechanical failures, problems or defects. Ensure efficiency and proficiency of services in all aspects of vehicle/equipment operations. Assist in the procurement of parts, equipment and materials. Provide field maintenance service when deem necessary so vehicle/equipment downtime is minim, transportation vehicles/equipment to dealer for warranty repairs. Contact with tribal departments, programs, state/county governments, federal agencies and automotive/equipment dealerships to comply with transportation and environmental regulations. Attend staff meetings, necessary training to keep abreast of new Heavy Equipment/shop equipment/tools that will enable the mechanics to ensure the safe repair, maintenance and inspection of vehicles/equipment.

Ensure and provide proper techniques in servicing/maintaining vehicles and equipment in a timely manner that complies with all transportation requirements and regulations. Ensuring and practicing personnel safety in all areas of workplace and repair equipment/tools are in safe operating condition. Provide assistance in department activities/functions; and performs related work as assigned.

**QUALIFICATION REQUIREMENTS:**

**Education and Training:**

High School Diploma or GED. **(PREFERRED: (2) years of Automotive/Heavy Equipment (diesel) trade school) (to receive full credit for education applicant must submit copies of transcripts, degrees and current certificates)**

**Experience:**

two (2) years experience in diagnosing, repairing, overhauling and servicing motor vehicles and Heavy Equipment. **(PREFERRED: Applicant be bilingual (English/Navajo speaking)**

**Special Knowledge, Skills and Abilities:**

Must possess a Valid Commercial Driver's License (CDL) Class A.

**License/Certification Requirements:**

Applicant must possess a Valid Drivers License and ability to obtain a NN Operator's Permit within 90 days of employment. Commercial Driver's License, Class B. At program request applicant must possess First Aid/CPR Training.

**VETERANS PREFERENCE APPLIES**

**THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT.**

**Revised: 1-15-99**